

February 5, 2010

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Manager's Report

Dear Council Members:

The following will keep you up-to-date on various topics.

1. Grant Award:

Per my January 26th report, Glastonbury is awarded continued funding from the Connecticut Department of Mental Health & Addiction Services for programs to reduce underage drinking. The grant provides \$320,000 for the period January 2010 through June 2014. A question was asked concerning the programs and activities through this ongoing grant. A list is attached.

2. Sidewalks:

The next phase of sidewalk construction involves walkways along House Street from Hebron Avenue to Salmon Brook, and Salmon Brook to Spring Street Ext. This area was identified as a high priority through the recent sidewalk matrix. Funds are now available for this work. Unless advised otherwise, Town staff will proceed with the design and permitting process so that the proposal can be scheduled for Council public hearing and action over coming months.

3. Fire Training:

Work by Town staff to demolish structures at the former Arbor Acres site is well underway. The Fire Department plans training sessions at the former administrative office building at this location. A notice has been sent to residents in the area announcing the planned training and fire personnel were on site on Saturday, January 30th to respond to any resident questions.

4. Efficiency, Effectiveness and Cost Savings:

Software Purchase:As reported previously, a \$132,000 allocation was approved for purchase of new tax/assessor software. Through favorable negotiations, the actual cost was reduced by \$23,420 to \$108,000. Additionally, annual software maintenance costs were reduced by \$3,230 over the initial 5 year maintenance period. In all a reduction of \$26,650 from original bid numbers.

The new software also makes possible a series of ongoing operational efficiency and cost saving advantages.

Energy Savings: The Town and Board of Education are participating in an HVAC retro-commissioning program for Smith Middle and Glastonbury High Schools. The program is sponsored and partially funded by CL&P through the Connecticut Energy Efficiency Fund. Strategic Building Solutions, LLC (SBS) of Old Saybrook is a CL&P approved mechanical/ electrical consultant that is investigating the two schools.

SBS has completed their investigation of Smith Middle School and recommended several energy efficiency measures that will increase the efficiency of the HVAC system. The one-time cost of implementing the measures is estimated at approximately \$100,000 of which CL&P has agreed to pay 50%. The estimated annual energy savings is approximately \$50,000. CL&P representatives have said these estimates are conservative.

5. Master Plan:

The Town will be working with Richter & Cegan to develop conceptual master plans for the former Arbor Acres and Grayledge parcels off Marlborough Road. When considering monies for demolition and site restoration at Arbor Acres, funds were allocated for a site master plan. Given the proximity of Grayledge, it appears best to integrate both areas to any planning process. Town staff will “reach out” to area residents to seek their input to the master plan(s). I would expect to present concepts to Council by early summer.

I will be happy to review the preceding and any other items Tuesday evening.

Sincerely,

Richard J. Johnson
Town Manager

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